

**Request for Proposals
Art Instructor
City of Gulfport**

The City of Gulfport is requesting proposals from qualified individuals with at least 5 years of experiences in Art Instructing

The City is seeking to contract an Art Instructor who is qualified to teach 10 to 12 individuals proficiently in all art mediums. The instructor should be knowledgeable in the following areas:

- Oil
- Acrylic
- Water color
- Pen and ink
- Color and graphite pencil
- Proper care of paint brushes

The RFP package may be picked up at the Purchasing Office, located at 1410 24th Avenue, Gulfport, MS or can be faxed or emailed by calling 228-868-5705 and making the request.

All proposals must be received in the Purchasing Office of the City of Gulfport, 1410 24th Avenue, Gulfport, MS 39501, no later than 5:00 o'clock p.m., local time, on November 8, 2013 after which time they will be referred to the Selection Committee. One original and three (3) copies of each proposal shall be submitted.

The Selection Committee will review each proposal, select a qualified individual and make a recommendation for services to the Mayor and City Council. All proposals for Art instructor shall be submitted in a sealed envelope clearly identified with the following information: Name of Individual; Proposal for Art Instructor.

Proposals for this project will be rated according to the following criteria.

1. EXPERIENCE
2. QUALIFICATIONS
3. CAPACITY FOR PERFORMANCE
4. COST

Proposals will be reviewed by the Selection Committee, using the above selection criteria. A written contract may be awarded to the individual/firm whose proposal is determined by the committee to be the most advantageous to the City

The City reserves the right to reject any and all proposals or to waive any informality. The City of Gulfport is an equal opportunity employer.

Publish in the Legal Section on: **10-11-13 & 10-18-13**

Send Invoice & Proof of Publication to: **Connie Debenport, CPPB
Purchasing Manager
City of Gulfport
P. O. Box 1780
Gulfport, MS 39502-1780**